

RECONCILIATION OF TOTAL VOTES CAST AT EACH POLLING LOCATION

Date and Nature of Election: _____

County/Political Subdivision: _____

I, the general custodian of election records for the _____
election, hereby certify the following reconciliation of voters who were accepted to vote and
votes cast at each polling place in this election. The results of that reconciliation process are
attached to this form in the table provided in **Attachment A**. The discrepancies (if any), and the
reason for those discrepancies, are addressed in **Attachment B**. This reconciliation was
completed on ____/____/____.
(date)

General Custodian of Election Records

____/____/____
Date

ATTACHMENT B

Polling Location:

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Discrepancy:

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**Reason for
Discrepancy:**

Polling Location:

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Discrepancy:

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**Reason for
Discrepancy:**

INSTRUCTIONS

This reconciliation form must be completed no later than the 30th day after election day and the completed form must be posted on the county’s website in the same location that the county provides information about election results.

Attachment A	
Polling Location	This box should state the name of the early voting location or election day location. Every early voting location and election day polling place should be included as a part of the reconciliation process that is recorded on this form.
Number of Voters Who Voted	<p>This box should reflect the number of voters who are listed as having voted in the election. This total is based on the number of voters who are listed as having checked in, and should include the following:</p> <ul style="list-style-type: none"> • Voters listed as having voted on the poll list; • Provisional voters at the polling place; and • Limited ballot voters (at the main early voting polling place).
Number of Votes Cast	<p>This box should reflect the total number of votes that were cast at the polling place. This total is based on any records that show the number of ballots cast at a specific polling place, including:</p> <ul style="list-style-type: none"> • For elections counted by voting system: <ul style="list-style-type: none"> ○ Any voting system tapes that show the number of ballots counted by a precinct scanner at a polling place; and/or ○ Any report of the number of ballots counted from a specific polling place generated by a central scanner or central accumulator. • For elections counted by hand: <ul style="list-style-type: none"> ○ Any precinct returns showing the number of ballots counted at each election day polling place; and ○ Any ballot transmittal form showing the number of ballots delivered to the early voting ballot board from each early voting location. • If any ballots were deposited into an emergency slot on a ballot box due to a voting system equipment malfunction, any record of the number of ballots placed in the emergency slot. • Any documentation of the number of provisional ballots cast at a polling place, including the <i>List of Provisional Voters</i> or the <i>Summary of Provisional Ballots</i>; <ul style="list-style-type: none"> ○ This includes both counted and uncounted provisional ballots. • Any documentation of the number of Limited Ballot voters who voted in person at the main early voting location, including the <i>Restricted Ballot Roster</i>.
Attachment B	
<p>If any discrepancies are identified between the number of voters and the number of votes cast at a polling location, please identify the discrepancy and describe how the discrepancy was resolved, or describe any steps taken to investigate and resolve the discrepancy.</p>	